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This is a courtesy translation of the Higher Education selection process for the master's program *Sustainable Systems Engineering* that was passed (in German) by the University of Freiburg Senate in its meeting on the 11th of December 2017 (Official Bulletins, Volume 48, No. 61, pp. 285-287).

Master of Science Sustainable Systems Engineering

Albert Ludwigs University Statute on the Higher Education Selection Procedure for the Course Master of Science Sustainable Systems Engineering

§ 1 Scope

The Albert Ludwigs University awards the available places for the Master of Science program in Sustainable Systems Engineering to applicants on the basis of the results of a university selection process. The selection decision is taken in accordance with the level of the applicant's suitability and motivation for the chosen course of study.

§ 2 Application Deadline

Admission to the Master of Science program in Sustainable Systems Engineering is only possible in the Winter semester. Application for admission must be submitted to the Albert Ludwigs University by the previous 15th May (deadline).

§ 3 Admission Requirements

(1) Admission to the Master of Science program in Sustainable Systems Engineering is only possible to those who

1. have a first degree with an average final grade of no less than 2.5 in a Bachelor program in Engineering or Natural Sciences or Environmental Sciences from a German university, or an equivalent, minimum three-year-long university qualification from a German or foreign university, which fulfills the requirements of the conditions set out in paragraph 2, and
2. have English language skills at minimum level B2 of the Common European Framework of Reference for Languages.

Marks from foreign education systems are to be converted to the German marking system.

(2) The applicant must provide evidence that s/he has gained at least 120 ECTS points during the course of her/his first degree (paragraph 1 clause 1 number 1), through academic achievements in the three fields of a) Mathematics and Computer Science, b) Chemistry and Physics as well as c) Engineering Sciences and has gained at least 30 ECTS points in each of these fields. The Selection Committee makes decisions on the recognition of achievements which are comparable with those set out in clause 1.

§ 4 Form of Application for Admission

(1) The application for admission must be submitted on the form specified by the Albert Ludwigs University. The application form must be completed in full and signed. The application for admission must be accompanied by the following documents:

1. an officially certified copy of the first university degree certificate in accordance with section 3 paragraph 1 number 1,
2. an officially certified copy of a comprehensive content outline of all academic achievements of the first university degree in accordance with section 3 paragraph 1 number 1, (Transcript of Records) and
3. a certified copy of appropriate evidence of sufficient English language skills in accordance with section 3 paragraph 1 clause 1 number 2.

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As evidence of sufficient knowledge of English (clause 3, number 3) a German general or specialist university entrance qualification certificate is valid. If the documents submitted in accordance with clause 3 numbers 1 to 3 are not in German, English or French, then an officially certified translation in German or English is required.

(2) If an applicant has completed a first university degree but cannot provide a copy of the certificate of her/his completed course by the deadline for application in accordance with section 2 paragraph 2, it is sufficient for the application for admission to present a confirmation from the university that the course has been completed and with what final grade, and a transcript of records with details of individual marks and ECTS points awarded. The officially certified copy of the undergraduate degree certificate must be submitted to the Selection Committee promptly, in any event at the latest upon registration.

(3) If an applicant has not yet completed a first university degree in accordance with section 2 clause 2 at the time of the application deadline, s/he must provide a certificate from the university that s/he is expected to fulfill the admission requirements in accordance with section 3 paragraph 1 clause 1, number 1, setting out her/his achievements so far achieved (including marks and ECTS points awarded) as well as particularly the acquisition of a minimum of 135 ECTS points, and a confirmation from the University about the mark of the final thesis or, alternatively, of the successful submission, or at least the registration for the final thesis. The successful completion of the first university degree in accordance with section 3 clause 1 paragraph 1, clause 1, number 1 must be proven within a deadline set by the Selection Committee by submitting a confirmation from the university that the degree has been passed and with what final grade, and a summary of the achievements with details of the individual marks and ECTS points awarded. The specified deadline is stated on the form of application for admission. The officially certified copy of the undergraduate degree certificate must be submitted to the Selection Committee promptly, in any event at the latest upon registration.

(4) The application documents required as specified under paragraph 1 must be submitted within the deadline (section 2 clause 2) set by the Selection Committee for the Master of Science program in Sustainable Systems Engineering (Address: INATECH, Technische Fakultät, Albert-Ludwigs-Universität, Emmy-Noether-Straße 2, 79110 Freiburg)

(5) Originals of the certificates and proofs set out in paragraph 1, clause 3 numbers 1 to 3 must be submitted upon requested by the Selection Committee.

§ 5 Selection Committee

(1) The Faculty of Engineering of Albert Ludwigs University sets up a Selection Committee for the preparation and implementation of the selection process. The Selection Committee consists of four professors of the Faculty of Engineering of whom three belong to the Department of Sustainable Systems Engineering and one to the Department of Microsystems Engineering. Two of these professors may be replaced by private lecturers who are primarily employed at the respective department. Members of the Selection Committee are appointed for two years; re-appointment is permitted. The chairperson of the Selection Committee is appointed by the Faculty of Engineering. Decisions of the Selection Committee will be taken by simple majority; in the event of a voting tie, the chairperson has a casting vote.

(2) On completion of the selection process the Selection Committee will report to the Faculty of Engineering Council on the experiences gained and will make suggestions for the further development of the selection process.

(3) Members of the Faculty of Engineering Council have the right to be present at the proceedings of the Selection Committee; however, they do not have voting rights.

§ 6 Selection process and selection decision

(1) Applicants will only participate in the selection process if they:

1. have applied in the correct form before the deadline and
2. fulfill the admission requirements in accordance with section 3.

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(2) The Selection Committee prepares a ranking of the participants of the selection process based on the final grade in their first university degree in accordance with section 3 paragraph 1 clause 1 number 1, or, in the case of section 4 paragraph 3, on the basis of the average of the marks of all examinations and assessments already completed.

(3) The ranking in accordance with paragraph 2 is compiled on the basis that no more than 40 percent of the available places for students may be allocated to any one of the following world regions, and within a world region a maximum of 50 percent of the respective contingent can be from one state:

- Africa and the Middle East
- Asia
- Europe
- North America and Australia (Oceania)
- Latin America

Applicants are allocated to world regions and states on the basis of their nationality.

(4) In the event of ranking tie section 20 paragraph 3 of the University Allocation Regulation (Hochschulvergabeordnung) applies.

(5) The Registrar's office, respectively the Department for International Admissions and Services shall send notification of the admissions decisions based on the decisions of the Selection Committee. Where admission is refused, the Selection Committee sends the negative decision with written reasons and an explanation of the legal appeal rights.

(6) Admission will be refused if the documentation specified under section 4 is not submitted in the correct format and within the deadline or not fully completed.

(7) Otherwise, the general requirements for admission procedure in the Albert Ludwigs University Admissions and Matriculation Regulations remain unaffected.

§ 7 Commencement

This statute takes effect on 1st January 2018. It applies for the first time to the admission process for the winter semester 2018/2019. At the same time, the Admission Regulations of the Albert Ludwigs University for the Master of Science program in Sustainable Systems Engineering of 20th April 2016 (Official Proclamation vol. 47, no. 27, pp. 162-164) ceases to have effect.